



# Fire Chief City of Green Bay Metro Fire Department



## Position Profile

City.....Green Bay, WI

Population.....105,383

Salary Range.....\$82,471—\$102,574

## City of Green Bay Mission Statement

*The City of Green Bay is a proud community dedicated to enhancing the quality of life for all residents, businesses, and employees through diligent management of our assets and wise investment in our strategic growth.*

*We value our history, our citizens, our diversity, our businesses, our workforce, our volunteers, our neighborhoods, our downtown, and our waterfront.*

## The City of Green Bay

Green Bay is the third largest city in Wisconsin and is home to the world famous Green Bay Packers, earning the City the unofficial nickname of Tiletown, USA. Additionally, the City occupies a stunning waterfront location positioned between Wisconsin's famous Door Peninsula and it's equally renowned Northwoods.



# The City of Green Bay



## The Municipal Organization

The City operates under a Mayor/City Council form of government and employs approximately 950 regular and up to 900 seasonal employees.

The Mayor oversees municipal operations organized into 11 departments: Administrative Services, Community Services, Economic Development, Fire, Human Resources, Law, Municipal Court, Police, Public Works, Transit, and Water Utility.

Green Bay is divided into 12 districts represented by alderpersons. The City Council makes policy determinations for the City through the enactment of ordinances and resolutions.



## Living in Green Bay

### Housing:

Green Bay boasts a low cost of living and a wide variety of housing choices, including renting and ownership. The median price of a home or condominium in Northeastern Wisconsin is approximately \$132,000, which makes home ownership attainable.

### Recreation:

The City of Green Bay boasts year-round indoor and outdoor activities to match all interests. There are 65 beautiful parks around the City that offer a variety of recreational activities. The City operates many hockey and ice skating rinks, basketball and tennis courts, a disc golf course, 2 aquatic centers and 1 pool.

Outdoor enthusiasts can enjoy biking, hiking, and cross-country skiing along with the Fox River Trail and other state recreational trails. Proximity to the Fox River, the Bay of Green Bay, and Lake Michigan provides residents with opportunities to enjoy fishing and boating. Families can enjoy Bay Beach Amusement Park and the Wildlife Sanctuary. Additionally, the YMCA and YWCA of Green Bay, and Kroc Center offer family oriented recreational programs.

### Arts and Entertainment:

Green Bay offers arts and entertainment seekers a wide variety of entertainment activities from art galleries, to the performing arts to sporting events.

The Weidner Center for the Performing Arts located on the UW-Green Bay campus and the Resch Center play host to national ballets, the Green Bay Symphony Orchestra, Broadway productions, and major national headliners. In addition, downtown Green Bay is home to the newly renovated Meyer Theater, a 1,000 seat venue that hosts local productions such as the Green Bay Civic Symphony, Let Me Be Frank Productions, and community theater groups. Gallery Night along Olde Main Street is held 4 times a year promoting the many art galleries near downtown.

Sports fans can choose from the Green Bay Packers at Lambeau Field, the Green Bay Bullfrogs (baseball), the 2012 USHL Champion Green Bay Gamblers (hockey), the Green Bay Blizzard (arena football), men and women's basketball at UW-Green Bay, or St. Norbert College athletics, including baseball and hockey programs. Additionally, the newly designed Packers Heritage Trail is sure to delight the sports fan and history buff alike.



# Fire Chief Position Summary



## Position Requirements

- Bachelor's degree in Fire Science, Business Administration or Public Administration. Master's degree is preferred.
- Seven years progressively responsible supervisory experience in a fire department of comparable size.
- Valid driver's license and good driving record.
- Graduate of the Executive Fire Officer Program at the National Fire Academy is desired.
- Chief Fire Officer Designation (CFOD) desired.

A combination of equivalent experience and/or education may be considered.

Residency within Green Bay corporate City limits required within 1 year of hire.



The City of Green Bay  
is an Equal Opportunity Employer.

Under administrative direction of the Common Council, the Mayor, and the Police and Fire Commission, the Fire Chief has responsibility for the overall planning and direction of fire prevention, fire suppression and Emergency Medical Services (EMS) programs for a multi-jurisdictional department.

## Essential Position Functions

- Provides strategic leadership and management of the Fire Department. Plans, organizes and directs the prevention and control of fire and the protection of life and property in medical emergencies and natural disasters. Determines operational policies to be followed by department personnel. Directs major operations involving multiple units and organizations.
- Directs and plans for the care and maintenance of all departmental supplies, equipment and vehicles. Analyzes budgetary problems within the department and submits an annual budget and bond issue items for consideration. Develops, reviews and updates long-range operational and capital plans. Determines staffing, service levels and budgetary needs.
- Determines personnel policies, training requirements and disciplinary actions as required. Provides input to the City's labor negotiator and is a participant in collective bargaining and grievance resolution.
- Directs, oversees and participates in employee recruitments, testing and hiring. Develops promotional guidelines. Plans, directs and participates in Command Staff professional growth and development. Prepares performance appraisals for direct reports.
- Represents department in all matters related to fire suppression and medical emergencies. Confers with City officials, civic groups, businesses and citizens on fire prevention and suppression, fire codes and EMS. Promotes and clarifies departmental policies, functions and goals. Responds to requests and inquiries from the media, officials and the public. Attends all City Council and committee meetings that consider fire budget, department or personnel matters; meets regularly with the Police and Fire Commission.
- Assists in the development of regulatory ordinances and laws regarding fire safety. Attends schools, conferences and seminars on relevant subject matters.

## To Apply

Apply online at [www.greenbaywi.gov](http://www.greenbaywi.gov).

Applications will be accepted until the position is filled.  
Review of applications will begin on March 8, 2013.